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United States Department of State

Key Officers of Foreign Service Posts

Guide for
Business Representatives

January 1991



It is most important that correspondence to a Foreign Service post be addressed to a section or position rather than to an officer by name. This will eliminate delays resulting from the forwarding of official mail to officers who have transferred. Normally, correspondence concerning commercial matters should be addressed simply "Commercial Section" followed by the name and correct mailing address of the post. (Examples of correct mailing addresses appear on page xii.)

Department of State Publication 7877
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OFFICE OF INFORMATION SERVICES
Publishing Services Division

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KEY OFFICERS OF FOREIGN SERVICE POSTS

Guide for Business Representatives

The Key Officers Guide lists key officers at Foreign Service posts with whom American business representatives would most likely have contact. All embassies, missions, consulates general, and consulates are listed.

At the head of each U.S. diplomatic mission are the Chief of Mission (with the title of *Ambassador, Minister, or Charge d'Affaires*) and the Deputy Chief of Mission. These officers are responsible for all components of the U.S. Mission within a country, including consular posts.

Commercial Officers assist U.S. business through: arranging appointments with local business and government officials, providing counsel on local trade regulations, laws, and customs; identifying importers, buyers, agents, distributors, and joint venture partners for U.S. firms; and other business assistance. At larger posts, trade specialists of the US&FCS perform this function. At smaller posts, commercial interests are represented by economic/commercial officers from the Department of State.

Economic Officers analyze and report on macroeconomic trends and trade policies and their implications for U.S. policies and programs.

Financial Attaches analyze and report on major financial developments.

Political Officers analyze and report on political developments and their potential impact on U.S. interests.

Labor Officers follow the activities of labor organizations and can supply information on wages, nonwage costs, social security regulations, labor attitudes toward American investments, etc.

Consular Officers extend to U.S. citizens and their property abroad the protection of the U.S. Government. They maintain lists of local attorneys, act as liaison with police and other officials, and have the authority to notarize documents. The Department recommends that business representatives residing overseas register with the consular officer; in troubled areas, even travelers are advised to register.

The *Administrative Officer* is responsible for the normal business operations of the post, including purchasing for the post and its commissary.

Regional Security Officers are responsible for providing physical, procedural, and personnel security services to U.S. diplomatic facilities and personnel; their responsibilities extend to providing in-country security briefings and threat assessments to business executives.

Scientific Attaches follow scientific and technological developments in the country.

Agricultural Officers promote the export of U.S. agricultural products and report on agricultural production and market developments in their area.

The *AID Mission Director* is responsible for AID programs, including dollar and local currency loans, grants, and technical assistance.

The *Public Affairs Officer* is the post's press and cultural affairs specialist and maintains close contact with the local press.

The *Legal Attache* serves as a representative to the U.S. Department of Justice on criminal matters.

Business representatives planning a trip overseas should include in their preparations a visit or telephone call to the nearest U.S. Department of Commerce District Office. The District Office can provide extensive information and assistance as well as a current list of legal holidays in the countries to be visited. If desired, the District Officer can also provide advance notice to posts abroad of the representative's visit.

The Department of State, Bureau of Diplomatic Security, can also provide current data on the security situation to interested persons planning trips abroad. American business representatives desiring this information should contact the Diplomatic Security Service, Overseas Support Programs Division (202) 647-3122.

Some of the services jointly provided by the Departments of State and Commerce to U.S. business firms interested in establishing a market for their products or expanding sales abroad include:

- The Trade Opportunities Program (TOP) that provides specific export sales leads of U.S. products and services;

- World Traders Data Report (WTDR) that provides detailed financial and commercial information on individual firms abroad upon request from U.S. companies;

- Agent Distributor Service (ADS) that helps U.S. firms find agents or distributors to represent their firms and market their products abroad; and

- Information about foreign markets for U.S. products and services and U.S.-sponsored exhibitions abroad in which American firms can participate and demonstrate their products to key foreign buyers.

In all matters pertaining to foreign trade, the nearest U.S. Department of Commerce District Office should be your first point of contact. Foreign trade specialists at these facilities render valuable assistance to U.S. business representatives engaged in international commerce.

For additional information about Foreign Service assistance to American business overseas, or for specialized assistance with unusual commercial problems, you are invited to visit, telephone, or write the Office of Commercial, Legislative, and Public Affairs, Bureau of Economic and Business Affairs, U.S. Department of State, Washington, D.C. 20520-5816. Telephone (202) 647-1942.

DEPARTMENT OF COMMERCE DISTRICT OFFICES

ALABAMA

Birmingham—Suite 302, Berry Bldg.,
2015 2d Ave., North, 35203;
Tel (205) 731-1331

ALASKA

Anchorage—222 West 7th Ave.,
P.O. Box 32, 99513-7591;
Tel (907) 271-5041

ARIZONA

Phoenix—Fed. Bldg., Room 3412,
230 N. First Ave., 85025;
Tel (602) 379-3285

ARKANSAS

Little Rock—Suite 811, Savers Fed. Bldg.,
320 W. Capitol Ave. 72201;
Tel (501) 378-5794

CALIFORNIA

San Francisco—Fed. Bldg., Box 36013,
450 Golden Gate Ave., 94102;
Tel (415) 556-5860

Los Angeles—Rm. 9200,
11000 Wilshire Blvd., 90024;
Tel (213) 209-7104

San Diego—Suite 145,
6363 Greenwich Dr., 92122;
Tel (619) 557-5395

Santa Ana—Suite 1,
116 W. 4th St., 92701;
Tel (714) 836-2461

San Jose—Rm. 424,
111 W. St. John St., 95113;
Tel (408) 291-7648

COLORADO

Denver—Suite 600,
1625 Broadway, 80202;
Tel (303) 844-3246

CONNECTICUT

Hartford—Rm. 610-B, Fed. Off. Bldg.,
450 Main St., 06103;
Tel (203) 240-3530

DISTRICT OF COLUMBIA

U.S. Department of Commerce, Room 1066,
14th & Constitution, NW 20230;
Tel (202) 377-3181

FLORIDA

Miami—Suite 224, Fed. Bldg.,
51 S.W. First Ave., 33130;
Tel (305) 536-5267

Clearwater—128 N. Osceola Ave., 34615;
Tel (813) 461-0011

Jacksonville—3100 University Blvd.
South Suite 200A, 32216;
Tel (904) 791-2796

Orlando—Room 346—CEBA II,
College of Business Administration,
U of Central Fla. 32802;
Tel (407) 648-1608

Tallahassee—Rm 401, Collins Bldg.,
107 W. Gaines St., 32304;
Tel (904) 488-6469

GEORGIA

Atlanta—Suite 504,
1365 Peachtree St. NE., 30309;
Tel (404) 347-7000

Savannah—120 Barnard St., A-107, 31401;
Tel (912) 944-4204

HAWAII

Honolulu—4106 Fed. Bldg., P.O. Box 50026,
300 Ala Moana Blvd., 96850;
Tel (808) 541-1782

IDAHO

Boise (Denver Dist.)—2d Floor, Hall of Mirrors,
700 W. State St., 83720;
Tel (208) 334-3857

ILLINOIS

Chicago—1406 Mid Continental Plaza Bldg.,
55 E. Monroe St., 60603;
Tel (312) 353-4450

Palatine—W.R. Harper College
Algonquin and Roselle Rd., 60067;
Tel (312) 397-3000, ext 2532

Rockford—515 N. Court St.,
P.O. Box 1747, 61110-0247;
Tel (815) 987-8123

INDIANA

Indianapolis—Suite 520,
One North Capitol, 46204;
Tel (317) 226-6214

IOWA

Des Moines—817 Fed. Bldg.,
210 Walnut St., 50309;
Tel (515) 284-4222

KANSAS

Wichita (Kansas City Dist.)—
Suite 580, River Park Pl.,
727 N. Waco, 67203;
Tel (316) 269-6160

KENTUCKY

Louisville—Rm. 636B, 601 W. Broadway,
U.S. Post Office and Court House Bldg., 40202;
Tel (502) 582-5066

LOUISIANA

New Orleans—432 World Trade Center,
No. 2 Canal St., 70130;
Tel (504) 589-6546

MAINE

Augusta (Boston Dist.)—
77 Sewall St., 04330;
Tel (207) 622-8249

MARYLAND

Baltimore—415 U.S. Customhouse,
40 S. Gay St., 21202;
Tel (301) 962-3560

Rockville—101 Monroe St., 15th Fl., 20850;
Tel (301) 251-2345

MASSACHUSETTS

Boston—Suite 307, World Trade Center,
Commonwealth Pier Area, 02210;
Tel (617) 565-8563

MICHIGAN

Detroit—1140 McNamara Bldg.,
477 Michigan Ave., 48226;
Tel (313) 226-3650

Grand Rapids—Rm. 409,
300 Monroe NW., 49503;
Tel (616) 456-2411

MINNESOTA

Minneapolis—108 Fed. Bldg.,
110 S. 4th St., 55401;
Tel (612) 348-1638

MISSISSIPPI

Jackson—Suite 328, Jackson Mall Office Ctr.,
300 Woodrow Wilson Blvd., 39213;
Tel (601) 965-4388

MISSOURI

St. Louis—Suite 610
7911 Forsyth Blvd., 63105;
Tel (314) 425-3302/4

Kansas City—Rm. 635,
601 E. 12th St., 64106;
Tel (816) 426-3141

NEBRASKA

Omaha—11133 "O" St., 68137;
Tel (402) 221-3664

NEVADA

Reno—Suite 152,
1755 E. Plumb Lane, 89502;
Tel (702) 784-5203

NEW JERSEY

Trenton—Suite 100,
3131 Princeton Pike, Bldg. #6, 08648;
Tel (609) 989-2100

NEW MEXICO

Albuquerque—Third Floor,
625 Silver SW., 87102;
Tel (505) 262-6024

Santa Fe (Dallas, Texas District)—
c/o Economic Devel. and Tourism Dept.,
1100 St. Francis Dr., 87503;
Tel (505) 827-0264

NEW YORK

Buffalo—1312 Fed. Bldg.,
111 W. Huron St. 14202;
Tel (716) 846-4191

Rochester—Suite 220,
111 East Ave., 14604;
Tel (716) 263-6480

New York—Room 3718, Fed. Off. Bldg.,
26 Fed. Plaza, Foley Sq., 10278;
Tel (212) 264-0634

NORTH CAROLINA

Greensboro—203 Fed. Bldg.,
324 W. Market St., P.O. Box 1950, 27402;
Tel (919) 333-5345

Raleigh—Room 294; Dobbs Bldg.,
430 N. Salisbury St., 27611;
Tel (919) 755-4687

OHIO

Cincinnati—9504 Fed. Off. Bldg.,
550 Main St., 45202;
Tel (513) 684-2944

Cleveland—Room 600, 668
Euclid Ave., 44114;
Tel (216) 522-4750

OKLAHOMA

Oklahoma City—6601 Broadway Extension, 73116;
Tel (405) 231-5302

Tulsa—Room 505, 440 S. Houston St., 74127;
Tel (918) 581-7650

OREGON

Portland—Suite 242, One World Trade Center,
121 SW Salmon St., 97204;
Tel (503) 326-3001; FAX (503) 426-6351

PENNSYLVANIA

Philadelphia—Suite 202, 475 Allendale Rd.,
King of Prussia, 19406;
Tel (215) 962-4980

Pittsburgh—2002 Fed. Bldg.,
1000 Liberty Ave., 15222;
Tel (412) 644-2850

PUERTO RICO

San Juan (Hato Rey)—Room G-55,
Fed. Bldg., 00918;
Tel (809) 766-5555

RHODE ISLAND

Providence (Boston Dist.)—
7 Jackson Walkway, 02903;
Tel (401) 528-5104

SOUTH CAROLINA

Columbia—Suite 172,
Strom Thurmond Fed. Bldg.,
1835 Assembly St., 29201;
Tel (803) 765-5345

Charleston—Room 128, JC Long Bldg.,
9 Liberty St., 29424;
Tel (803) 724-4361

Greenville—P.O. Box 5823,
Station B, 29606;
Tel (803) 235-5919

TENNESSEE

Nashville—Suite 1114, Parkway Towers,
James Robertson Parkway, 37219-1505;
Tel (615) 736-5161

Memphis—Suite 200, Falls Bldg.,
22 N. Front St., 38103;
Tel (901) 521-4137

TEXAS

Dallas—Room 7A5, 1100 Commerce St., 75242-0787;
Tel (214) 767-0542

Austin—P.O. Box 12728, Suite 1200,
815 Congress Ave., 78711;
Tel (512) 482-5939

Houston—2625 Fed. Courthouse Bldg.,
515 Rusk St., 77002;
Tel (713) 229-2578

UTAH

Salt Lake City—Room 340, U.S. Courthouse,
350 S. Main St., 84101;
Tel (801) 524-5116

VIRGINIA

Richmond—8010 Fed. Bldg.,
400 N. 8th St., 23240;
Tel (804) 771-2246

WASHINGTON

Seattle—Suite 290,
3131 Elliott Ave., 98121;
Tel (206) 442-5616

Spokane—Room 650,
W. 808 Spokane Falls Blvd., 99207
Tel (509) 353-2922

WEST VIRGINIA

Charleston—3402 New Fed. Bldg.,
500 Quarrier St., 25301;
Tel (304) 347-5123

WISCONSIN

Milwaukee—Room 606, Fed. Bldg.,
U.S. Courthouse,
517 E. Wisconsin Ave., 53202;
Tel (414) 297-3473

POST INFORMATION AND SPECIAL NOTICES

POST OPENED – Consulate Bratislava,
Czechoslovakia

POST CLOSED – Embassy Berlin, East Germany

POSTS CHANGED IN RANK, STATUS, ETC.–
U.S. Mission Berlin to U.S. Office Berlin; Consulate
Bratislava reopened 10/90

BREAKDOWN OF POSTS AS OF January 1991

Embassies (E)	*144
Branch Offices of Embassy (BO)	2
Missions (M): USUN (New York), USOAS (Washington), USEC (Brussels), ICAO (Montreal), USNATO (Brussels), FODAG (Rome), USOECD (Paris), UNESCO (observer Mission-Paris), UNVIE (Vienna), and European Office of UN and Other IO (Geneva)	10
U.S. Interests Sections (USINT)	1
U.S. Offices (USREP)	0
Consulates General (CG)	73
Consulates (C)	25
U.S. Liaison Office (USLO)	1
Total	**256
Consular Agencies (CA)	45

*This count reflects only those countries where the United States has an established physical Mission. An additional 12 countries have U.S. Ambassadors accredited to them but no physical Mission exists. Operations have been suspended at the following posts: Kuwait (1/91), Baghdad (1/91), Mogadishu (1/5/91), and Khartoum (1/16/91).

**Total post count does not include Consular Agencies (CA).

ADDRESSES ARE EXAMPLES ONLY

EXAMPLES OF ACCEPTED FORMS FOR ADDRESSING MAIL

Posts with APO/FPO Numbers:

APO/FPO Address*

Name of Person/Section
American Embassy
FPO New York 09526

International Address**

Name of Person/Section
American Embassy
P.O. Box 26431***
Manama, Bahrain

Posts without APO/FPO Numbers:

Diplomatic Pouch Address*

Name of Person/Section
Name of Post
Department of State
Washington, D.C. 20521-four digit add-on
(see page 104 for 9-digit ZIP Code explanation and listing)

International Address**

Name of Person/Section
American Embassy
Jubilaumstrasse 93***
3005 Bern, Switzerland

NOTE: Do not combine any of the above forms (e.g., international plus APO/FPO addresses). This will only result in confusion and possible delays in delivery. Mail sent to the Department for delivery through its pouch system for posts with APO/FPO addresses cannot be accepted and will be returned to the sender.

* Use domestic postage.

** Use international postage.

***Use Street Address only when P.O. Box is not supplied.

ALGERIA

Algiers (E), 4 Chemin Cheikh Bachir El-Ibrahimi;
 B.P. Box 549 (Alger-Gare) 16000; Tel [213] (2) 601-
 425/255/186; Telex 66047; FAX [213] (2) 603979;
 FCS FAX [213](2)601863; USIS FAX [213](2)607488; ATO
 FAX [213](2)786145; Workweek: Saturday-Wednesday

AMB:	Christopher W. S. Ross
DCM:	Steven J. Coffey
POL:	Gerald J. Loftus
ECO:	Christopher White Webster
COM:	Terence Flannery
CON:	George Kopf
ADM:	John L. Mack
RSO:	Robert J. Reca
ATO:	Paul Hoffman
PAO:	Yolande Veron-Sullivan
ODA:	Col Allan Ingalls, USA

Oran (C), 14 Square de Bamako; Tel [213] (6) 334509
 and 335499; Telex 22310 AMCONRN;
 Workweek: Saturday-Wednesday

PO:	David M. Hess
CON:	Diane W. Shelby

ANTIGUA AND BARBUDA

St. Johns (E), FPO Miami 34054; Tel (809) 462-
 3505/06; Telex 2140 USEMB; FAX (809) 462-3516

AMB:	(Vacant)
DCM:	(Vacant)
ECO/POL:	David L. Gandle
CON:	Ann Syrett
COM:	Tom Moore (resident in Bridgetown)
LAB:	Mary Ann Singlaub (resident in Bridgetown)
ADM:	Lysbeth J. Rickerman
RSO:	George Mitchell (resident in Santo Domingo)
PAO:	Frank Chiancone (resident in Bridgetown)
IRS:	Charles Shea (resident in Caracas)
AID:	Aaron Williams (resident in Bridgetown)
LEGAT:	Paul F. Nolan

2 ARGENTINA-AUSTRALIA

ARGENTINA

Buenos Aires (E), 4300 Colombia, 1425; APO Miami 34034; Tel [54] (1) 774-7611/8811/9911; Telex 18156 AMEMBAR

AMB:	Terence A. Todman
DCM:	Thomas A. Forbord
POL:	James D. Walsh
ECO:	Emil Castro
COM:	Rafael Fermoselle
LAB:	Donald R. Knight
CON:	Thomas L. Holladay
RSO:	Edward F. Gaffney
SCI:	Robert G. Morris
AGR:	Marvin L. Lehrer
PAO:	Michael P. Canning
ODA:	Col Kenneth J. Monroe, USAF
MILGP:	Col George A. Carpenter, USA
IRS:	Stanley Newman (resident in Sao Paulo)

AUSTRALIA

Canberra (E), Moonah Pl., Canberra, A.C.T. 2600; APO San Fran 96404; Tel [61] (6) 270-5000; Telex 62104 USAEMB; FAX [61](6) 270-5970

AMB:	Melvin F. Sembler
DCM:	E. Gibson Lanpher
POL:	John E. Kelley
ECO:	Tain P. Tompkins
LAB:	Robert E. Snyder
CON:	Elizabeth A. Schoppe
ADM:	Herbert W. Schulz
MNL:	(Vacant)
RSO:	David R. Haag
SCI:	Donald R. Cleveland
AGR:	John E. Riesz
PAO:	Lewis R. Luchs
ODA:	Col Max M. Morosko, Jr., USAF

Melbourne (CG), 553 St. Kilda Road Melbourne, Victoria 3004; APO San Fran 96405; Tel [61] (3) 526-5900; CG FAX [61](3)510-4660; USIS FAX 510-4686

CG:	J. Richard Bock
COM:	Daniel J. Young
CON:	Sandra A. Stevens
ADM:	Cecilia B. Elizondo
BPAO:	John M. Keller

Sydney (CG), 36th Fl., Electricity House Cnr. Park and Elizabeth Sts., Sydney N.S.W. 2000; APO San Fran 96209; Tel [61] (2) 261-9200; FAX Admin [61](2)264-9908, FAX FCS 261-8148

CG:	Philip T. Lincoln, Jr.
COM:	Michael J. Hand
CON:	Donald R. Tyson
ADM:	Edward M. Harkness
BPAO:	Margaret Eubank
IRS:	William Voyzey
USTTA:	Thomas Quinn

Perth (CG), 13th Fl., 16 St. Georges Terr.; Mail: P.O. Box 6044, East Perth, WA 6004; APO San Fran 96211; Tel [61] (9) 221-1177; FAX [61](9)325-3569

CG:	Jane Whitney
COM:	Charles M. Reese
CON:	James Gray
BPAO:	Anne Callaghan
COMSEVENTHFLT REPWA:	Cdr J. J. Gorman, Jr., USN

Brisbane (C), 383 Wickham Ter., Brisbane, Queensland 4000; APO San Fran 96211; Tel [61] (7) 839-8955; Telex 145695 AMCON B

PO:	M. Patricia Wazer
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AUSTRIA

Vienna (E), Boltzmanngasse 16, A-1091, Vienna; APO NY 09108-0001; Tel [43](222) 31-55-11; Telex 114634; FAX [43](222)310-0682; Consular Section: Gartenbaupromenade 2, 4th Floor, 1010 Vienna; Tel [43] (222) 51451

AMB:	Roy Michael Huffington
DCM:	Michael J. Habib
POL:	Joseph C. Snyder III
ECO:	Edward B. O'Donnell
COM:	Benjamin N. Brown
LAB:	Francis T. Scanlon
CON:	Thomas J. Rice
ADM:	Warren P. Nixon
RSO:	Timothy W. Fountain
AGR:	Robert J. Svec
PAO:	Thomas E. O'Connor
ODA:	Col Peter S. Hoffman, USA
CUS:	Ivan E. Taborsky
INS:	Robert V. Looney

4 AUSTRIA

DEA: Dennis J. Silvestri
FAR: Floyd J. Seeley

U.S. Mission to International Organizations in Vienna (UNVIE), Obersteingasse 11, A-1190 Vienna; Tel [43] (1) 36-31-52; FAX [43](1)369-1585; IAEA FAX [43](1)36-83-92

US REP: Michael H. Newlin
DCM: John A. Buche
IAEA: Frederick F. McGoldrick
UNCITRAL: Crayon C. Efrid
IAEA: Maurice J. Katz
POL ADV: Richard W. Hoover
NARC ADV: Gregory B. Sprow
SR SCI ADV: Marvin Peterson
SCI: (Vacant)
ISPO: Eugene V. Weinstock

U.S. Delegation for the Negotiation on Conventional Armed Forces in Europe (CFE), Obersteingasse 11, A-1190 Vienna; Tel [43](222) 36-31-52; FAX [43](222)36-63-85

US REP: R. James Woolsey
DEP REP: Philip S. Kaplan
POL: Janet S. Andres
ACDA: Michael A. Guhin
ADM: Elizabeth J. Agnew
PAA: (Vacant)
JCS: Mg Adrian St. John
OSD: James E. Hinds

U.S. Delegation to the Negotiations on Confidence- and Security-Building Measures (CSBM), Wallnerstrasse 3, A-1014 Vienna; Tel (222) 535-0813; FAX [43](222)535-0824

CHAIRMAN: John J. Maresca
DEP CHAIR: Rudolf V. Perina
EXEC SEC: Scott N. Thayer
POL ADV: William T. Harris
OSD REP: Timothy G. Christenson
JCS REP: Bg Lynn Hooper
ACDA REP: S. Cameron McCall
ADM: Kathy A. Johnson

Salzburg (CG), Giselastrasse 51, A-5020 Salzburg; Tel [43] (662) 28-6-01; Telex 63-31-64

CG: John K. Bauman

BAHAMAS

Nassau (E), Mosmar Bldg., Queen St.; P.O. Box N-8197; Tel [809] 322-1181 and 328-2206; Telex 20-138 AMEMB NS138; FAX (809)328-7838

AMB:	Chic Hecht
DCM:	Lino Gutierrez
POL:	Bruce E. Thomas
ECO/COM:	Jessica Webster
CON:	Curtis Stewart
LAB:	Anthony Kern (resident in Washington, D.C.)
ADM:	Jacquelyn O. Briggs
RSO:	Darwin Cadogan
PAO:	Mary K. Reeber
IRS:	Louis Hobbie
NAU:	Denise Malczewski
NLO:	Cdr Glen Eckley, USN
CGLO:	LCdr John Barrett
USDA:	Ray I. Miyamoto

BAHRAIN

Manama (E), Bldg. No. 979, Road No. 3119, Block/Area 331 ZINJ; P.O. Box 26431; FPO NY 09526-6210; Switchboard Tel [973]273-300; Afterhours 275-126; STU III 273-385; FAX [973]272-594; USIS 276-180; FAX 270-547; ATO 270-331; OMC 276-962; FAX 276-046; OMC STU III 274-023; AGR FAX 274-233; Workweek: Saturday-Wednesday

AMB:	Charles W. Hostler
DCM:	Jay P. Freres
POL:	Calvin A. Mitchell III
POL/MIL:	David Vanell
ECO/COM:	Steven M. Brattain
CON:	Stephanie A. Kronenburg
ADM:	Lyle A. Dittmer
RSO:	David R. Bettis
ATO:	Philip A. Letarte
PAO:	Ricky L. Roberts
FIN:	Kevin Taecker (resident in Riyadh)
SAO:	Col Larry Crumrine
IRS:	(Vacant)

6 BANGLADESH-BARBADOS

BANGLADESH

Dhaka (E), Diplomatic Enclave, Madani Ave., Baridhara, G.P.O. Box 323 Dhaka 1212; Tel. [880](2) 884700-22; Telex 642319 AEDKA BJ; FAX [880] (2)883648; USIS Jiban Bima Bhaban, 5th floor, 10 Dilkusha C.A., Dhaka 1000; Tel. [880] (2) 234480, 246000-1; 246100-1; FAX [880] (2) 833987; Workweek: Sunday-Thursday

AMB:	William B. Milam
DCM:	Lee O. Coldren
POL:	Stephen R. Snow
ECO/COM:	Michael E. McNaull
CON:	Ruth E. Bright
ADM:	Kenneth W. Parent
AGR:	Daniel B. Conable (resident in New Delhi)
AID:	Mary C. Kilgour
PAO:	Ray Peppers
ODA:	Ltc James A. Dunn, Jr., USA
RSO:	Daniel R. McCarthy

BARBADOS

Bridgetown (E), P.O. Box 302; Box B, FPO Miami 34054; Tel [809] 436-4950 thru 7; Telex 2259 USEMB BG1 WB; FAX (809)429-5246; Canadian Imperial Bank of Commerce Bldg., Broad Street, Bridgetown, Barbados

AMB:	G. Philip Hughes
DCM:	John E. Clark
POL/ECO:	Richard Miller
ECO:	(Vacant)
CON:	Thomas Cairns
COM:	Thomas Moore (resident in Port-of-Spain)
LAB:	Mary Ann Singlaub
RSO:	George W. Goodrich III
ADM:	Ross Cook
AGR:	Lynn Abbott (resident in Caracas)
AID:	Aaron Williams
PAO:	Katherine Lee
ODA:	Ltc Armand P. Haynes, USA
MLO:	LCdr James G. McKnight, USGS
LEGAT:	Paul F. Nolan

BELGIUM

Brussels (E), 27 Boulevard du Regent; B-1000 Brussels; APO NY 09667-1000; Tel [32](2)513-3830; AMB: [32] (2) 513-2087; FAX [32](2)511-2725

AMB:	Maynard W. Glitman
DCM:	Donald J. McConnell
POL:	Randolph M. Bell
ECO:	Arnold J. Croddy, Jr.
COM:	James E. Winkelman
LAB:	Paul W. Hilburn, Jr.
CON:	John M. Jones
ADM:	Nicholas S. Baskey, Jr.
RSO:	Richard M. Gannon
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REPUBLIC OF DJIBOUTI

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commercial services); FAX 799-0880

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ABBREVIATIONS AND SYMBOLS

ACM	Assistant Chief of Mission
ADM	Administrative Section
ADV	Adviser
AGR	Agricultural Section (USDA/FAS)
AID	Agency for International Development
ALT	Alternate
AMB	Ambassador
APO	Army Post Office
ATO	Agricultural Trade Office (USDA/FAS)
BCAO	Branch Cultural Affairs Officer (USIS)
Bg	Brigadier General
BO	Branch Office (of Embassy)
BPAO	Branch Public Affairs Officer (USIS)
B.P.	Boite Postale
C	Consulate
CAO	Cultural Affairs Officer (USIS)
Capt	Captain (USN)
CDC	Centers for Disease Control
Cdr	Commander
CEO	Cultural Exchange Officer (USIS)
CG	Consul General, Consulate- General
CHG	Charge d'Affaires
CINCAFSOUTH	Commander-in-Chief Allied Forces Southern Europe
CINCEUR	Commander-in-Chief U.S. European Command
CINCUSAFE	Commander-in-Chief U.S. Air Forces Europe
CINCUSAREUR	Commander-in-Chief U.S. Army Europe
Col	Colonel
COM	Commercial Section (FCS)
CON	Consul, Consular Section
COUNS	Counselor
C.P.	Caixa Postal
CPO	Communications Program Officer
CUS	Customs Service (Treasury)

DAC	Development Assistance Committee
DCM	Deputy Chief of Mission
DEP	Deputy
DEP DIR	Deputy Director
DIR	Director
DOE	Department of Energy
DPAO	Deputy Public Affairs Officer (USIS)
DPO	Deputy Principal Officer
DSA	Defense Supply Adviser
E	Embassy
ECO	Economic Section
ECO/COM	Economic/Commercial Section
EDO	Export Development Officer
ERDA	Energy Research and Develop- ment Administration
EX-IM	Export-Import
FAA	Federal Aviation Administration
FIC/JSC	Finance Committee and Joint Support Committee
FIN	Financial Attache (Treasury)
FODAG	Food and Agriculture Organizations
FPO	Fleet Post Office
IAEA	International Atomic Energy Agency
IAGS	Inter-American Geodetic Survey
ICAO	International Civil Aviation Organization
IO	Information Officer (USIS)
IRM	International Resources Management
IRS	Internal Revenue Service
ISM	Information Systems Manager
JUSMAG	Joint US Military Advisory Group
LAB	Labor Officer
LO	Liaison Officer
Ltc	Lieutenant Colonel
LEGAT	Legal Attache

M	Mission
Mg	Major General
MAAG	Military Assistance Advisory Group
MILGP	Military Group
MIN	Minister
MLO	Military Liaison Office
MNL	Minerals Officer
NARC	Narcotics
NATO	North Atlantic Treaty Organi- zation
NAU	Narcotics Assistance Unit
OAS	Organization of American States
ODA	Office of the Defense Attache
ODC	Office of Defense Cooperation
OIC	Officer in Charge
OMC	Office of Military Cooperation
PAO	Public Affairs Officer (USIS)
PO	Principal Officer
POL	Political Section
POL/LAB	Political and Labor Section
POLAD	Political Adviser
POL/ECO	Political/Economic Section
PRESS/CULT	Press/Cultural Officer (USIS)
Radm	Rear Admiral
REDSO	Regional Economic Develop- ment Services Office
REF	Refugee Coordinator
REP	Representative
RES	Resources
RHUDO	Regional Housing and Urban Development Office
ROCAP	Regional Officer for Central American Programs
RSO	Regional Security Officer
SAO	Security Assistance Office
SCI	Scientific Attache
SHAPE	Supreme Headquarters Allied Powers Europe

SLG	State and Local Government
SR	Senior
STC	Security Trade Control
UNEP	United Nations Environment Program
UNESCO	United Nations Educational, Scientific, and Cultural Organizations
UNIDO	United Nations Industrial Development Organization
USA	United States Army
USAF	United States Air Force
USEC	US Mission to European Communities
USGS	US Geological Survey
USINT	United States Interests Section
USIS	United States Information Service
USLO	United States Liaison Office
USMC	United States Marine Corps
USMTM	US Military Training Mission
USN	United States Navy
USNATO	US Mission to the North Atlantic Treaty Organization
USOAS	US Mission to the Organization of American States
USOECD	US Mission to the Organization for Economic Cooperation and Development
USUN	US Mission to the United Nations
VC	Vice Consul
VOA	Voice of America

STATE ZIP CODES

In conjunction with the U.S. Postal Service's new system of 9-digit ZIP Codes, the Department of State has assigned a unique 4-digit number to each Foreign Service post. All mail sent through the Department's pouch system (for posts without APO/FPO addresses) should add the 4-digit number to the current ZIP Code 20521. For example, the new ZIP Code for Abidjan would be 20521-2010; for Abu Dhabi, 20521-6010. Refer to the following list for each Foreign Service post's unique number.

Abu Dhabi	6010	Brasilia	7500
Accra	2020	Bratislava	5840
Adana	5020	Brazzaville	2090
Addis Ababa	2030	Bridgetown	3120
Alexandria	6090	Brisbane	4130
Algiers	6030	Brussels	
Amman	6050	(USNATO - M)	5230
Amsterdam	5780	Brussels (E)	7600
Ankara	7000	Bucharest	5260
Antananarivo	2040	Budapest	5270
Antwerp	5240	Buenos Aires	3130
Apia	4400	Bujumbura	2100
Asuncion	3020	Cairo	7700
Athens	7100	Calcutta	6250
Auckland	4370	Calgary	5490
Baghdad	6060	Canberra	7800
Bamako	2050	Cape Town	2480
Bandar Seri		Caracas	3140
Begawan	4020	Casablanca	6280
Bangkok	7200	Cebu	4230
Bangui	2060	Chengdu	4080
Banjul	2070	Chiang Mai	4040
Barcelona	5400	Ciudad Juarez	3270
Barranquilla	3040	Colombo	6100
Beijing	7300	Conakry	2110
Beirut	6070	Copenhagen	5280
Belfast	5360	Cotonou	2120
Belgrade	5070	Curacao	3160
Belize	3050	Dakar	2130
Berlin	5090	Damascus	6110
Bern	5110	Dar es Salaam	2140
Bilbao	5410	Dhahran	6310
Bissau	2080	Dhaka	6120
Bogota	3030	Djibouti	2150
Bombay	6240	Doha	6130
Bonn	7400	Douala	2530
Bordeaux	5580	Dubai	6020

Dublin	5290	Libreville	2270
Durban	2490	Lilongwe	2280
Edinburgh	5370	Lima	3230
Florence	5670	Lisbon	5320
Frankfurt	7900	Lome	2300
Freetown	2160	London	8400
Fukuoka	4310	Lubumbashi	2230
Gaborone	2170	Lusaka	2310
Geneva (BO & M) ..	5120	Luxembourg	5380
Genoa	5680	Lyon	5590
Georgetown	3170	Madras	6260
Goteborg	5760	Madrid	8500
Guadalajara	3280	Majuro	4350
Guangzhou	4090	Malabo	2320
Guatemala City	3190	Managua	3240
Guayaquil	3430	Manama	6210
The Hague	5770	Manila	8600
Halifax	5500	Maputo	2330
Hamburg	5180	Maracaibo	3150
Hamilton	5300	Marseille	5600
Harare	2180	Martinique	3250
Havana	3200	Maseru	2340
Helsinki	5310	Matamoros	3300
Hermosillo	3290	Mazatlan	3310
Hong Kong	8000	Mbabane	2350
Honiara	4390	Medan	4190
Islamabad	8100	Melbourne	4140
Istanbul	5030	Merida	3320
Izmir	5040	Mexico City	8700
Jakarta	8200	Milan	5690
Jeddah	6320	Mogadishu	2360
Jerusalem	6350	Mombasa	2400
Johannesburg	2500	Monrovia	8800
Kaduna	2260	Monterrey	3330
Kampala	2190	Montevideo	3360
Karachi	6150	Montreal	5510
Kathmandu	6190	Moroni	2380
Khartoum	2200	Moscow	5430
Kigali	2210	Munich	5190
Kingston	3210	Muscat	6220
Kinshasa	2220	Naha	4320
Kolonia	4120	Nairobi	8900
Koror	4260	Naples	5700
Krakow	5140	Nassau	3370
Kuala Lumpur	4210	N'Djamena	2410
Kuwait	6200	New Delhi	9000
Lagos	8300	Niamey	2420
Lahore	6160	Nicosia	5450
La Paz	3220	Nouakchott	2430
Leningrad	5440	Nuevo Laredo	3340

Oporto	5330	Santiago	3460
Oran	6040	Santo Domingo	3470
Osaka-Kobe	4330	Sao Paulo	3110
Oslo	5460	Sapporo	4340
Ottawa	5480	Seoul	9600
Ouagadougou	2440	Shanghai	4100
Palermo	5710	Shenyang	4110
Panama City	9100	Singapore	4280
Paramaribo	3390	Sofia	5740
Paris	9200	Songkhla	4050
Perth	4160	Stockholm	5750
Peshawar	6170	Strasbourg	5620
Ponta Delgada	5340	Stuttgart	5200
Port-au-Prince	3400	Surabaya	4200
Port Louis	2450	Suva	4290
Port Moresby	4240	Sydney	4150
Porto Alegre	3070	Tangier	6290
Port-of-Spain	3410	Tegucigalpa	3480
Poznan	5050	Tel Aviv	9700
Prague	5630	Thessaloniki	5060
Praia	2460	Tijuana	3350
Pretoria	9300	Tokyo	9800
Pusan	4270	Toronto	5530
Quebec	5520	Tunis	6360
Quito	3420	Udorn	4060
Rabat	9400	Ulaanbaatar	4410
Rangoon	4250	Valletta	5800
Recife	3080	Vancouver	5540
Reykjavik	5640	Vatican City	5660
Rio de Janeiro	3090	Victoria	2510
Riyadh	6300	Vienna	9900
Rome	9500	Vientiane	4350
St. George	3180	Warsaw	5010
St. John's	3010	Wellington	4360
Salzburg	5830	Windhoek	2540
San Jose	3440	Yaounde	2520
San Salvador	3450	Zagreb	5080
Sanaa	6330	Zurich	5130

Notes

Notes

TELEPHONING A FOREIGN SERVICE POST

Below is a procedure for telephoning a Foreign Service post. American Embassy Canberra is used as an example.

Calling From a U.S. Government Agency:

Dial 9 + international access code + country code + city code + local number

Ex: 9 + 011 + [61] + (62) + 705000

Others:

Dial international access code + country code + city code + local number

Ex: 011 + [61] + (62) + 705000

NOTE: Some international calls will require operator assistance because the country is not an international dial country. The telephone listing for these countries will not be preceded by a country code and city code (always shown in brackets and parentheses).

Calls to certain points outside the continental U.S. can be dialed in the same manner as long distance. Simply dial the area code or country code and the local number. For these locations, no city code will appear with the telephone number.

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